



AMAJUBA DISTRICT MUNICIPALITY

Amajuba District Municipality is an equal opportunity, affirmative action employer and also encourages applications from disabled persons.

MANAGER: PUBLIC PARTICIPATION - POST LEVEL 02 - (EMPLOYMENT CONTRACT BASED ON THE TERM OF THE OFFICE OF THE SPEAKER)

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER

Minimum Requirements:

Matric and National Diploma in Public Management or NQF level 6 equivalent qualification with 4 years' experience.

Summary of duties:

- Participates in the planning of Public Participation strategies and mechanisms; drives the execution of procedural and administrative requirements associated with the Public Participation Policy,
- Participating in the Integrated Development Planning processes in order to understand the Municipality's service delivery objectives;
- Participate in the drawing of a Public Participation Strategy and Implementation Plan encapsulating specific risk factors and forwarding to the manager for perusal and comment;
- Discussing and prioritizing programmed Public Participation initiatives
- Promote participation and awareness of Municipal service delivery initiatives and developmental programmes in communities
- Using specific communication mediums to encourage youth participation and/or involvement in Municipal service delivery initiatives, programmes and events;
- Drive the Operation Sukuma Sakhe Programme, attend the meetings, compile reports, etc.
- Disseminate information on the immediate and shorter-term objectives and, current developments, problems and constraints,

Remuneration: R 524,479.35 per annum

Applications consisting of a comprehensive CV, covering letter together with certified copies of matric certificate, tertiary qualifications, driver's license and ID must reach HR Section no later than **12h00 on 27 September 2019**. Enquiries may be directed to HR Section: 034-3297200 during office hours. Facsimile, email or late applications will **not** be accepted. Only short-listed applicants will be contacted and subjected to the vetting process. If you are not contacted three months after the closing date, your application would have been unsuccessful. Applications **MUST** be addressed to The Municipal Manager on:

Physical Address:
Amajuba District Municipality
B9356 Amajuba Building
Section1
Madadeni, 2952

Postal Address:
Amajuba District Municipality
Private Bag X6615
Newcastle
2940

SR ZWANE
MUNICIPAL MANAGER